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From: Daly, Eric
Sent: Mon 5/9/2016 6:34:34 PM
Subject: Daly Annual Leave/AWL May 10th

Hi

I have Annual Leave approved for all 8 hours tomorrow. My daughter has her commencement in the AM. I have no idea how long we will be. However, if I have time, I may have to do some work later in the afternoon. I would like to request AWL for three hours just in case. Doug, I will let you know if I do and then we can redo the Leave slip. Thanks.

On 05/10/16, I am on Annual Leave from 0800-1330. I am requesting to work from my AWL (21 Wilmor Drive, East Windsor, NJ) from 1330-16:30. I can be reached at 908-420-1707.

Tasks to be performed:

NFB Presentations, Fact Sheet, Data Review and Action Memo finalization

HTC Data Products, Short Form Action Memo, Radon Mitigation System installation.

Email reviews

Timesheet/People Plus

Regards,

Eric

"We must, indeed, all hang together, or assuredly we shall all hang separately",
Benjamin Franklin

Eric M. Daly

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